



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

YOUTH WORKER II

Job Number: 20001172

Job Code: 64020V150216

Job Group: 6400 - JUVENILE JUSTICE

Job Established: 06/01/1997

Job Revised: 02/16/2015

Grade: 10 Salary (MIN - MID):

\$12,345-\$16,355 - Hourly

\$2,006.08-\$2,657.70 - 37.5 Hr. Monthly Salary

\$2,139.80-\$2,834.88 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Supervises court committed delinquent youth assigned to a day treatment, group home, residential or detention facility. OR Provides transportation for committed youth as required; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate

EXPERIENCE:

Must have two years of experience in the supervision and care of young adults (ages 12-21) in a residential, correctional, group home, detention or day treatment program. OR Two years of experience working in a community office setting providing transportation services to court committed young adults (ages 12-21).

Substitute EDUCATION for EXPERIENCE:

College will substitute for the required experience on a year-for-year basis. OR Successful completion of the Department of Juvenile Justice Training Academy or equivalent training program approved by the Commissioner of the Department of Juvenile Justice will substitute for the required experience.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must possess and maintain a valid driver's license prior to appointment in this classification. Must maintain a valid driver's license for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and

maintains a valid driver's license. Must successfully complete the Department of Juvenile Justice Training Academy within six months of appointment. <http://www.djj.ky.gov/>.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Monitors and oversees the daily activities and prescribed routines of youths in such areas as study times, recreational activities, meals, personal hygiene and work details. Ensures the safety and security of youths. Demonstrates the proper use of tools and equipment. Identifies behavioral problems and maintains a log of observations. Provides guidance and informal counseling to youths relative to individual treatment plans. Ensures that counselors and shift supervisors are made aware of behavioral problems identified. Monitors daily nutrition of youths. Supervises housekeeping functions. Participates in scheduled staff meetings and individual treatment planning conferences. Completes incident reports. Ensures that youth are aware of their rights and advises youth as to the proper procedures for filing complaints. Provides transportation of youth as directed. Performs inspections and ensures the security of potentially hazardous materials. Mediates conflict as prescribed by facility policies and procedures. Must be able to physically restrain out-of-control youth. May be required to obtain a Commercial Driver's License (CDL) to provide transportation services in a 16+ passenger vehicle.

UNIQUE PHYSICAL REQUIREMENTS:

Incumbents must be able to exert physical effort in the proper restraint of residents based on behavior. May perform other physical efforts in assisting youth with recreational and work related projects. May exert physical effort in the performance of routine maintenance duties.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Typically works in a day treatment, group home, residential, community office setting or detention facility. May be exposed to hazards and dangers associated with operating a motor vehicle when providing transportation.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title maybe required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.